

Clarence Public Library Board of Trustees Meeting Minutes

June 22, 2026

Draft

I. Call to Order

The meeting was called to order at 4:06 PM by Judy Hilburger.

Present: President Judy Hilburger; Vice-President Marlene Arno; Secretary Susan Bielawski;; Director Monica Mooney; Treasurer Marjorie Ebersole, Trustee Jodi Quigley,
Excused: Trustee Lisa LaTrovato, Town Board Liaison Bob Altieri

II. Approval of Minutes

The May 18, 2026 minutes were approved. Motion to approve: M. Ebersole 2nd: J. Quigley.
Unanimous.

III. Approval of Claims –

The Board reviewed checks written in May and June from the County and the Trustee accounts.

A motion was made to approve the Abstract of Audited Vouchers for the County checking account for May and June 2026: 14c- 18c Motion: M. Arno
2nd: J Quigley Unanimous

A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account for May and June 2026: 22t- 31t Motion: S. Bielawski 2nd: M. Arno
Unanimous

IV. President's Report – Judy Hilburger

ACT: The next meeting will be in September

Friends: Getting ready for the basket raffle and the Chicken barbecue. Both events will provide heavy fiscal support for the library.

V. Director's Report – Monica Mooney

Financials: See Director's report for details.

- **Account Balance:** specifics are in the director's report
- **Circulation:** somewhat down but very deceptive as they are always busy. Specifics in the Director's report
- **Library Visits-** total count year to date down 4.3%

- **Wi-Fi usage** was up 11.1% but public access sessions were down, patrons' needs are greater, needing more support time.
- **Partnerships** organizations used the meeting space in May.
- **Programming:** variety and age ranges served are included in the Director's report. She also reported on the progress with summer programming. The theme for summer is "Unearth a Story". There are a multitude of events scheduled. Monica also reported on the America 250 quilting squares.
- **NYS Construction Grant:** There was a need to amend due to cost changes. It was submitted and on 6/17/26 we were notified it was approved, and grant closeout paperwork can now be submitted.
- **Building and Grounds-**some preventative maintenance was done, the Garden Friends and Youth Bureau weeded and planted flowers, carpets were cleaned and new trees were planted in the Arboretum
- **Staff:** Congratulations to Sarah McLean- Plunkett graduated from NY Library Assn.'s Developing Leaders Program 2026 Cohort.
The new page, Robert Lopez started June 1.

VI. Public Comment- M. Ebersole reported she recently received comments about the quality of the Clarence Library. These were during different events involving different people.

VII. Liaison Comment- Bob Alteri was absent but we were reminded of the Fireworks in the Park June 29, 4-8 PM

VIII. Request for Executive Session- not needed

IX. Unfinished Business

- Meeting Room Policy- copies were distributed and revisions were reviewed and discussed. Monica also handed out the Rules of Conduct. A motion was made to approve the Meeting Room Policy with the changes discussed and agreed upon by M Arno 2nd J Quigley Unanimous

X.New Business

- Approval of the 2026 contract. Judy read the resolution. Our Resolution was read, authorized by Judy A motion was made to approve the 2026 contract Motion: M.Arno 2nd: S Bielawski Unanimous

XI. Next Meeting September 28, 2026

XII. Adjournment

- A motion to adjourn M. Ebersole 2nd M. Arno